

Employee Post-Travel Disclosure of Travel Expenses

Date/Time Stamp:

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Post-Travel Filing Instructions: Complete this form within 30 days of returning from travel. Submit all forms to the Office of Public Records in 232 Hart Building.

In compliance with Rule 35.2(a) and (c), I make the following disclosures with respect to travel expenses that have been or will be reimbursed/paid for me. I also certify that I have attached:

- ☒ The **original** *Employee Pre-Travel Authorization* (Form RE-1), **AND**
- ☒ A **copy** of the *Private Sponsor Travel Certification Form* with all attachments (itinerary, invitee list, etc.)

Private Sponsor(s) (list all): GlobalWIN

Travel date(s): October 9-11, 2017

Name of accompanying family member (if any): _____

Relationship to Traveler: ☐ Spouse ☐ Child

IF THE COST OF LODGING **DID NOT INCREASE** DUE TO THE ACCOMPANYING SPOUSE OR DEPENDENT CHILD, ONLY INCLUDE LODGING COSTS IN EMPLOYEE EXPENSES. (Attach additional pages if necessary.)

Expenses for Employee:

	Transportation Expenses	Lodging Expenses	Meal Expenses	Other Expenses (Amount & Description)
<input type="checkbox"/> Good Faith Estimate <input checked="" type="checkbox"/> Actual Amount	\$728.12	\$410.00	\$155.85	

Expenses for Accompanying Spouse or Dependent Child (if applicable):

	Transportation Expenses	Lodging Expenses	Meal Expenses	Other Expenses (Amount & Description)
<input type="checkbox"/> Good Faith Estimate <input type="checkbox"/> Actual Amount				

Provide a description of all meetings and events attended. See Senate Rule 35.2(c)(6). (Attach additional pages if necessary.): Discussion on advancements in virtual reality at Facebook; welcome reception at hotel (Thompson Seattle); Dinner and Discussion on trade policy at home of Lori Punke; Invention presentations at Intellectual Ventures; Tour and discussion of device validation at T-Mobile; roundtable discussion about women in tech at Microsoft; panel discussion at Amazon about innovative products; discussion about women in craft brewing; visit to Starbucks World HQ and roasting plant to discuss innovation & social impact.

11/9/17
(Date)

Sydney Paul
(Printed name of traveler)

Sydney Paul
(Signature of traveler)

TO BE COMPLETED BY SUPERVISING MEMBER/OFFICER:

I have made a determination that the expenses set out above in connections with travel described in the *Employee Pre-Travel Authorization* form, are necessary transportation, lodging, and related expenses as defined in Rule 35.

11/9/17
(Date)

[Signature]
(Signature of Supervising Senator/Officer)

United States Senate

SELECT COMMITTEE ON ETHICS
HART SENATE OFFICE BUILDING, ROOM 220
SECOND AND CONSTITUTION AVENUE, NE
WASHINGTON, DC 20510-6425

Member & Officer Privately-Sponsored Travel Checklist

Members and Officers must submit their completed Pre-Travel Authorization Package to the Select Committee on Ethics (the Committee) at least 30 days prior to the travel departure date. Incomplete Pre-Travel Authorization Packages and Packages submitted later than 30 days prior to the travel departure date will not be considered or approved. All of the forms and materials listed below are available as fillable PDFs on the Committee's website at <http://www.ethics.senate.gov>.

Pre-Travel Authorization

Prior to Submitting a Pre-Travel Authorization Package to the Committee

- ☐ Review Senate Rules and the Committee's Privately-Sponsored Travel Guidelines on the Committee's website.
 - ☐ Determine the expenses for the trip are necessary and reasonable.
 - ☐ Determine the proposed travel is connected to your official duties and will not create any appearance of a public office being used for private gain.

At Least 30 Days Prior to Travel: Submit Completed Pre-Travel Authorization Package

File with the Select Committee on Ethics in SH-220

- ☐ Ensure Pre-Travel Authorization Package is complete. A complete Package includes:
 - ☐ Private sponsor invitation (the formal invitation, letter or e-mail you received from the private sponsor).
 - ☐ Completed and signed Private Sponsor Travel Certification Form (4 page form that includes detailed information about the trip).
 - ☐ All attachments to the Private Sponsor Travel Certification Form
 - ☐ Complete and final itinerary
 - ☐ List of Senate invitees
 - ☐ Any other necessary attachments
- ☐ Retain a copy of your complete Pre-Travel Authorization Package for inclusion in your required post-travel disclosure.

Prior to Traveling: Receive a Letter of Approval from the Committee

- ❑ Obtain a letter from the Committee. You may only accept the trip after receiving a letter from the Committee specifically authorizing your participation in the privately-sponsored travel.

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File with the Office of Public Records in SH-232

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EMPLOYEE PRE-TRAVEL AUTHORIZATION

Pre-Travel Filing Instructions: Complete and submit this form at least 30 days prior to the travel departure date to the **Select Committee on Ethics in SH-220**. Incomplete and late travel submissions will not be considered or approved. This form must be typed and is available as a fillable PDF on the Committee's website at ethics.senate.gov. Retain a copy of your entire pre-travel submission for your required post-travel disclosure.

Date/Time Stamp:

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Name of Traveler: Sydney Paul

Employing Office/Committee: Office of US Senator Gary C. Peters

Private Sponsor(s) (list all): Global Women's Innovation Network (GlobalWIN)

Travel date(s): Monday, October 9, 2017 - Wednesday, October 11, 2017

Note: If you plan to extend the trip for any reason you must notify the Committee.

Destination(s): Seattle, Washington

Explain how this trip is specifically connected to the traveler's official or representational duties:

as Legislative Counsel

My portfolio includes the policy areas that are of the jurisdiction of the US Senate Committee on Commerce, Science, and Transportation, which includes communications, technology and the internet. During this trip, we will visit stakeholders involved in this field, and discuss related policy matters.

Name of accompanying family member (if any): _____

Relationship to Employee: ☐ Spouse ☐ Child

I certify that the information contained in this form is true, complete and correct to the best of my knowledge:

8/30/2017
(Date)

Sydney Paul
(Signature of Employee)

TO BE COMPLETED BY SUPERVISING SENATOR/OFFICER (President of the Senate, Secretary of the Senate, Sergeant at Arms, Secretary for the Majority, Secretary for the Minority, and Chaplain):

I, Gary C. Peters, hereby authorize Sydney Paul
(Print Senator's/Officer's Name) (Print Traveler's Name)

an employee under my direct supervision, to accept payment or reimbursement for necessary transportation, lodging, and related expenses for travel to the event described above. I have determined that this travel is in connection with his or her duties as a Senate employee or an officeholder, and will not create the appearance that he or she is using public office for private gain.

I have also determined that the attendance of the employee's spouse or child is appropriate to assist in the representation of the Senate. (signify "yes" by checking box) ☐

8/30/2017
(Date)

Gary C. Peters
(Signature of Supervising Senator/Officer)

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- Private Sponsor Certification - Page 1 of 4

9. USE ONLY IF YOU CHECKED QUESTION 6(B)

I *certify* that if the sponsor or sponsors retain or employ one or more registered lobbyists or agents of a foreign principal, one of the following scenarios applies:

- ☐ (A) The trip is for attendance or participation in a one-day event (exclusive of travel time and one overnight stay) and no registered lobbyists or agents of a foreign principal will accompany the Member, officer, or employee on any segment of the trip.

OR

- ☐ (B) The trip is for attendance or participation in a one-day event (exclusive of travel time and two overnight stays) and no registered lobbyists or agents of a foreign principal will accompany the Member, officer, or employee *on any segment* of the trip (see questions 6 and 10).

OR

- ☐ (C) The trip is being sponsored only by an organization or organizations designated under § 501(c)(3) of the Internal Revenue Code of 1986 and no registered lobbyists or agents of a foreign principal will accompany the Member, officer, or employee *at any point* throughout the trip.

10. USE ONLY IF YOU CHECKED QUESTION 9(B)

If the trip includes two overnight stays, please explain why the second night is practically required for Senate invitees to participate in the travel:

N/A

11. ☒ An itinerary for the trip is attached to this form. I *certify* that the attached itinerary is a detailed (hour-by-hour), complete, and final itinerary for the trip.

12. Briefly describe the role of each sponsor in organizing and conducting the trip:

see attached.

13. Briefly describe the stated mission of each sponsor and how the purpose of the trip relates to that mission:
see attached.

14. Briefly describe each sponsor's prior history of sponsoring congressional trips:

see attached.

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15. Briefly describe the educational activities performed by each sponsor (other than sponsoring congressional trips):

see attached.

16. Total Expenses for Each Participant:

	Transportation Expenses	Lodging Expenses	Meal Expenses	Other Expenses
<input checked="" type="checkbox"/> Good Faith estimate <input type="checkbox"/> Actual Amounts	\$425 RT Alaska Air Flight + \$375 Ground Bus Transportation = \$800	\$205/night x 2 nights = \$410 (pre tax & fees)	M&IE = \$185 (\$55.50 for 1st and last day of travel + \$74)	N/A

17. State whether a) the trip involves an event that is arranged or organized *without regard* to congressional participation or b) the trip involves an event that is arranged or organized *specifically with regard* to congressional participation:

B) GlobalWIN's 2017 Senate Staff Delegation Trip is planned specifically with regard to Congressional participation in the form of Senate Staff from Republican and Democratic offices.

18. Reason for selecting the location of the event or trip

see attached.

19. Name and location of hotel or other lodging facility:

Thompson Seattle

110 Stewart Street, Seattle, WA 98101

20. Reason(s) for selecting hotel or other lodging facility:

The Thompson Seattle was chosen due to its availability, group rate, and proximity to event locations.



Itinerary*

* Schedule subject to change.

Listed as Fast Company's 'Most Innovative Company of 2017' our delegation will have the opportunity to meet with top women leaders at Amazon for a discussion on innovation and female leadership at Amazon.

30 minute DRIVE

5:30 PM—7:30 PM **Role of Women & Innovation in Craft Brewing ft. Heather McClung, President of Washington Brewers Guild**
Schooner EXACT Brewing Company 3901 1st Ave S, Seattle, WA

In 2014, a Stanford University study found that out of 1,700 active breweries surveyed, only 4% had a female head brewer or brewmaster. However, women have long held influential roles in all aspects of beer making. They were the principal brewers for centuries and, were responsible for introducing hops to the malty brew. Today, with the Northwest craft beer renaissance, more and more women are taking the lead at local breweries as brewers, bottlers, sales people and owners. Through this event, we will highlight women's historic role in beer and discuss how women are shaping today's craft beer resurgence. For example, Seattle's Stoup Brewing co-owner, Robyn Schumacher, is an owner, brewer, taproom manager and, since passing the test in 2012, a certified cicerone — the first-ever female cicerone in Washington state.

15 minute DRIVE

8:00 PM **Return to Thompson Seattle Overnight**
Thompson Seattle, 110 Stewart St, Seattle, WA

Wednesday, October 11

8:00 AM—9:00 AM **Breakfast at Hotel & Check-Out**
Thompson Seattle, 110 Stewart St, Seattle, WA

15-25 minute DRIVE

9:30 AM—11:00 AM **Innovation, Sustainability, and the Global Coffee Industry**
Starbucks Corporate Office, 2401 Utah Ave S, Seattle, WA

The coffee sector is continually innovating. Recent innovations across the industry include new roasting and brewing techniques that led to cold brew and single serve coffees. Additionally, companies have increased consumer engagement through creative retail shops offering everything from hands-on technology to fully compostable cups. Innovation in coffee also includes researchers developing new varieties and improved practices, as well as small-scale farmers adopting those varieties and experimenting with new techniques on their farms. During this event, GlobalWIN and our official delegation will meet with Starbucks to learn more details about how the company has maintained its competitive advantage through innovation.

30-40 minute DRIVE

11:45 AM **Arrive at Tacoma Intl Airport**

1:35 PM **Depart on Alaska Airlines Flight 2**

9:41 PM **Arrive in Washington, DC**
DCA Ronald Reagan Washington National Airport

2460009432

Attachment

5. GlobalWIN Delegation Invitees (in no particular order):

12. GlobalWIN is organizing and financially supporting all aspects of this trip, including all travel logistics, meetings, speakers, and panel discussions throughout the hours of official programming. GlobalWIN is the sole organizing and financial sponsor of this trip, and will be covering all costs incurred by our delegation of Senate staffers.

Co-chaired by Congresswoman Martha Roby (R-AL) and Congresswoman Debbie Wasserman Schultz (D-FL), GlobalWIN is a bipartisan 501(c)(3) organization that provides a dynamic forum for women who are passionate about innovation. We have built and continue to expand this powerful network of executives and thought leaders in academia, government, and business, who work in innovation-driven fields. GlobalWIN provides an important forum for female leaders to grow personally and professionally, while contributing to key policy debates.

GLOBALWIN PROGRAMMING: GlobalWIN highlights the important role of women in innovation through three programming silos:

1. *Monthly Policy Events & Annual Innovation Luncheon:* GlobalWIN features leaders in academia, government, and business, who have made significant contributions in STEM and related fields to educate our audience on policy issues associated with global innovation and strategies for addressing them.
2. *Career Development:* GlobalWIN provides opportunities and support for women, both entering into and advancing within innovation fields, through continuing educational opportunities and mentoring programs.
3. *Educational Trips & Global Partnership Building:* Through educational trips, GlobalWIN builds cooperative partnerships with like-minded organizations, such as the European Network for Women in Leadership, based in Paris, and the 30 Percent Club chapter in Dublin. GlobalWIN aims to foster global cooperation among women on the key issues related to innovation, technology, and economic growth.

GlobalWIN will touch on all three of its programming silos by hosting this trip to Seattle, WA. Our Delegation will discuss policy issues throughout the trip, connect with peers from across the aisle fostering an atmosphere of bipartisanship, cooperation and personal network-building. Additionally, this trip will build upon partnerships with GlobalWIN's Seattle network.

13. As previously stated, this trip aligns with GlobalWIN's mission to provide a vital forum for female leaders to grow personally and professionally, while contributing to key policy debates. The programming reflects the organization's commitment to celebrate and bring visibility to women working in innovation-related fields. GlobalWIN is travelling to Seattle to meet with female leaders in the public and private sector to discuss issues related to innovation including, virtual reality, women-led invention, the future of work, international trade, and Internet of Things.

14. In June 2016, GlobalWIN hosted a successful Senate Staff Delegation trip to New York City. Furthermore, GlobalWIN has a record of successful Congressional delegation trips with staff from the U.S. House of Representatives, including:

Paris and Strasbourg in 2012,
London in 2013,
Brussels in 2014,

Dublin in 2015,
NYC in 2016,
And London in May 2017.

15. As noted earlier, GlobalWIN is a local bipartisan nonprofit organization. GlobalWIN hosts 1-3 free events per month in Washington, DC focused on career development, networking, and relevant policy discussions. These events range in size from 20 people to over 100 people, and have featured Members of Congress and the Obama and Trump Administrations, senior policy advisors and staff members from both the House and the Senate, and private sector leaders working on issues related to technology and innovation policy.

18. As a hub for technology, trade and commerce, with direct flights available from Washington, D.C., Seattle is a natural choice for a trip to discuss all things related to innovation. Through a diverse schedule of events, GlobalWIN will make the most of our short time in Seattle.

22. To allow for efficient transportation and maximum time in Seattle for programming, the GlobalWIN Senate Delegation will take a direct RT flight on Alaska Air. All Staff will be seated in Economy/Coach class, as is deemed reasonable to the Senate Select Committee on Ethics' *Regulations and Guidelines for Privately-Sponsored Travel*.

Paul, Sydney (Peters)

From: Sarah Mamula <smamula@helenmilby.com>
Sent: Wednesday, May 24, 2017 3:12 PM
To: Paul, Sydney (Peters)
Cc: Helen Milby
Subject: INVITE: GlobalWIN Congressional Staff Trip to Seattle - October 9-11
Attachments: GlobalWIN Invitation Letter to Sydney Paul_Seattle 2017.pdf

Sydney,

On behalf of the Global Women's Innovation Network ([GlobalWIN](#)), I would like to invite you to join us for a trip to **Seattle, Washington on October 9-11, 2017**. During our stay in Seattle, GlobalWIN will host many events on policies and issues related to telecommunications, the on-demand economy, trade and privacy.

Attached, you will find a formal invitation with additional information on our trip. As you will see, we plan to depart for Seattle the morning of **Monday, October 9 (Columbus Day)** and return to Washington D.C. the evening of **Wednesday, October 11**. With your background and experience, your perspective and participation in our discussions on these important topics would be greatly valued.

Please let me know at your earliest convenience if you are interested in joining us, so that we have sufficient time to submit the required materials to the Ethics Committee.

Let me know if you have any questions, and I hope you are able to join us!

Best,
Sarah

Sarah Mamula
GlobalWIN
233 Pennsylvania Avenue, SE
2nd Floor
Washington, DC 20003
O: 202.548.0021
M: 203.215.3545

10/10/17 10:10 AM